

**Subject:** Fwd: FW: Recording Session Notification - Karen Dial  
**From:** Nate Kaplan <nate.kaplan@lacity.org>  
**Date:** 09/27/2010 12:10 PM  
**To:** Donald Duckworth <duckworth.donald@gmail.com>  
**CC:** karen@hbdrollinger.com, Miki Payne <miki@hbdrollinger.com>, jruhlen916 <jruhlen916@aol.com>

fyi

----- Forwarded message -----

From: **Co, Love** <[Love.Co@twcable.com](mailto:Love.Co@twcable.com)>  
Date: Fri, Sep 24, 2010 at 4:22 PM  
Subject: FW: Recording Session Notification - Karen Dial  
To: Nate Kaplan <[nate.kaplan@lacity.org](mailto:nate.kaplan@lacity.org)>

The automated confirmation went directly to Donald Duckworth, per your request.

Thank you,

Love Co  
Phone: 310.647.6509  
Fax: 310.647.3036  
Email: [love.co@twcable.com](mailto:love.co@twcable.com)

-----Original Message-----

From: [duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com) [mailto:[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)]  
Sent: Friday, September 24, 2010 4:21 PM  
To: Co, Love  
Subject: Recording Session Notification - Karen Dial

First Name: Karen  
Last Name: Dial  
Address:  
Address 2:  
City:  
State: CA  
Zip Code:  
Daytime Phone:  
Evening Phone:  
Cell Phone: 310.417.9030  
Date: Friday, October 08, 2010

Time: 3:15pm

Studio Facility: LA West

Service: Local Edition Appearance

Special Instructions: Karen Dial is representing the Westchester Business Improvement District. Booked by Love Co

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Nate Kaplan  
Field Deputy  
Office of Councilmember Bill Rosendahl  
City of Los Angeles, 11th District  
7166 W. Manchester Ave  
Los Angeles, CA 90045  
Phone: 310-568-8772  
Fax: 310-410-3946

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—vcal\_54467588.vcs————

BEGIN:VCALENDAR

VERSION:1.0

BEGIN:VEVENT

SUMMARY:Karen Dial - Local Edition Appearance

DESCRIPTION;ENCODING=QUOTED-PRINTABLE:Karen Dial=0D=0ACell: 310.417.9030=0D=0A=0D=0ALocal Edition Appearance=0D=0A3:15pm to 3:30pm=0D=0A=0D=0ANotes (customer-entered):=0D=0AHere is some guest information to prepare for the interview. =0D=0A=0D=0A =0D=0A=0D=0ABelow is the link to complete your guest survey in preparation of your upcoming Local Edition appearance. Please complete no later than the Monday prior to your interview. This one page form will ask you for basic organization information, a list of 5 or 6 speaking points and the opportunity to give us up to five factoids that will be used as on-screen graphics during the interview. Once you've filled everything out, click "submit" and you're all set. If you have any photos or B-roll that you'd like to incorporate into your segment, please email them to us before your interview or bring them on your interview day otherwise they will not be part of your segment. Footage needs to be in mini-dv, dvcpro,

3/4" or beta sp format tape. Any photos you may have need to be high resolution TIFF or JPEG format with a file size of 1MB or larger.=0D=0A=0D=0AInstructions:=0D=0A=0D=0A1. Go to: <http://www.twclocaledition.com> =0D=0A=0D=0A=0D=0A=0D=0A2. Click on the box that reads "Step 2: Tell Us About Yourself and Your Organization" on the left side of the page =0D=0A=0D=0A=0D=0A3. Select your studio location from the Drop Down menu, and enter in your appointment time then fill in the rest and click submit when completed. (Please note that the date is listed as YY/MM)=0D=0A=0D=0A=0D=0A=0D=0AAgain, please let us know if you have any questions. =0D=0A=0D=0A=0D=0A=0D=0AWith: LA West=0D=0A

DTSTART:20101008T151500

DTEND:20101008T153000

END:VEVENT

END:VCALENDAR

—Attachments:

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vcal\_54467588.vcs 1.8 KB